



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

DEC 09 2022.

MEMORANDUM

SPLAT DIVISION COMPOSITE TEAM TRAINING WORKSHOP

TO: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. This is to inform the field of the training- workshop on Support for Parents, Learners, Administrators and Teachers (SPLAT) Learning Management System and School Information System on December 12, 2022 from 8:00 am to 5:00 at Schools Division Office- Audio Visual Room
2. Refer to the attached list of participants to the said training – workshop.
3. Immediate compliance to this Memorandum is desired


CARLEEN S. SEDILLA CESO V
Schools Division Superintendent

Encl.: As stated

Reference: Regional Memorandum NCR No. 450 s.2021

To be indicated in the **Perpetual Index**
under the following subjects:

TRAINING WORKSHOP ICT PROGRAM

MJCF/ SPLAT DIVISION COMPOSITE TEAM TRAINING WORKSHOP
427 /December 06, 2022



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
 8805-9935, 8805 - 9940
 sdo.muntinlupa@gmail.com





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LIST OF PARTICIPANTS

No.	Name	Position
1	Dr. Carleen S. Sedilla, CESO V	Schools Division Superintendent
2	Dr. Nerissa R. Lomeda	OIC- Assistant Schools Division Superintendent
3	Ms. Madeline Ann L. Diaz	Chief Education Supervisor, CID
4	Dr. Mark Joseph C. Fernandez	Public Schools Division Supervisor
5	Dr. Marissa M. Andanza	ALS, Education Program Supervisor
6	Mr. Hilario G. Canasa	Principal I, Buli Elementary School
7	Dr. Jennifer S. Joson	Principal II, Tunasan Elementary School
8	Mrs. Maria Hazel B. Hernandez	Principal II, Victoria Homes Elementary School
9	Dr. Jane May C. Valbuena	Principal IV, Sucat Elementary School & MBHS-Sucat Annex
10	Mrs. Vilma S. Vilorio	Principal II, Muntinlupa Business High School-Main
11	Dr. Zoren Pepito Gubalane	Senior Education Program Specialist
12	Ms. May L. Borjal	Division Information Technology Officer
13	Mr. Joseph D. Nilo	Division Planning Officer
14	Ms. Nery Ann Lorenzo	ALS, Education Program Specialist
15	Mr. Gregorio S. Quineri	Master Teacher I, MBHS-Main
16	Mr. Jayson Aala	Teacher III, Sucat Elementary School-Main
17	Ms. Essan Mae D. Balmeo	Teacher III, Buli Elementary School
18	Mr. Romeo T. Navarro Jr.	Teacher I, MBHS-Sucat Annex
19	Ms. Aileen C. Penaranda	Teacher I, MNHS-Tunasan Annex
20	Ms. Lucille Andea B. Dauis	Teacher I, MNHS-Tunasan Annex





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SPLAT DIVISION COMPOSITE TEAM TRAINING WORKSHOP
Training – Workshop Matrix

Date/Time	Activities	Topic	Resource Person/Position
7:30 – 7:45 am	Registration		
7:45 am – 8:00 am	Preliminaries	Opening Program Prayer Nationalistic Song Opening Remarks	AVP DR. CARLEEN S. SEDILLA, CESO V Schools Division Superintendent
8:00 am - 10:00 am	Discussion & Workshop	Topic: Why SPLAT?	Mr. CHRISTOPHER HANCOCK President, Right Size Education Technologies INC.
10:00 am- 12:00nn	Discussion & Workshop	Topic: SPLAT FAMILY	Mr. LORENZ KRISTOFER LETADA SPLAT, Technical Support
12:00 nn- 1:00 pm	LUNCH		
1:00 pm - 3:00 pm	Discussion & Workshop	Topic: SPLAT as School Information System - Attendance - Grading System & Intervention (Grade Adjustment) - SPLAT 7 (Teachers Loading) - SPLAT 10 - SPLAT 9	Mr. CHRISTOPHER HANCOCK President, Right Size Education Technologies INC.
3:00 pm – 4:30 pm	Workshop	Creation of FAQs Materials	Dr. MARK JOSEPH C. FERNANDEZ SPLAT Division Focal Person
4:30 pm- 5:00 pm	Closing Ceremony	Closing Message	Dr. NERISSA R. LOMEDA OIC-Assistant Schools Division Superintendent



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